

File: Office of Logistics
Case File

X-File: RECORDS CENTER

13 December 1962

MEMORANDUM FOR THE RECORD

Subject: Courier Survey Report

1. On 12 December, I advised [redacted] Office of DDS, that the [redacted] wants to transfer [redacted] a courier on our T/O at the Records Center [redacted]. This transfer will probably be effective 17 December.

2. The [redacted] has also agreed to transfer [redacted] to the Records Center T/O as a Courier. When this is done (probably 17 Dec.) the Special Courier Service that [redacted] has been performing to Headquarters since 1950 will be discontinued. Any mail or other materials to be transferred [redacted] will be accomplished by the Courier Service operating between the Records Center and Headquarters. The Courier Service that [redacted] was performing [redacted] will be absorbed by the existing Courier Service now operating between [redacted] [redacted]

3. These changes in the Courier Service are in accordance with one of the Recommendations in the Courier Survey Report dated 29 June 1962. I advised [redacted] that the adoption of other recommendations in the report, particularly the one pertinent to the Office of Logistics absorbing the complete Courier Service [redacted] is dependent entirely upon someone directing the Office of Logistics to proceed in that direction.

4. [redacted] indicated his agreement with my position on these matters as stated above.

CC: [redacted] (Records Center)

MORI/CDF